

**15709**  
**Janitorial Services for New Hampton Facility**  
**Questions and Responses Set 1**

Q1. What are the hours you will want for cleaning?

R1. No keys or badges will be issued. Cleaning hours will be determined and agreed upon between the awarded vendor and DOT. Starting time can be as early as 3:30 p.m., Monday-Friday. If the vendor prefers to clean after hours, they will need to be at the facility by 4:15 p.m. on the designated day to be let into the building.

Q2. What needs to be cleaned in the Lab?

R2. Only bathroom, sink and drinking fountain.

Q3. Will the vendor be responsible for cleaning bugs out of lights?

R3. No.

Q4. Will the vendor be responsible for cleaning white boards, computers or screens?

R4. No

Q5. How do you want the coffee pot cleaned?

R5. Coffee pot is to be only cleaned out with dish soap and warm water and rinsed. No vinegar is to be run through the unit. The heating element on the unit is to be wiped off.

Q6. Will there be taxes charged?

R6. No, the Iowa DOT is tax exempt. We can provide you with a tax exempt form.